

Carson City Office:
515 E. Musser Street, Room 102
Carson City, Nevada 89701-3700
(775) 684-4141 • Fax (775) 684-4142



Las Vegas Office:
1830 East Sahara, Suite 204
Las Vegas, Nevada 89104
(702) 486-5115 • Fax (702) 486-5094

PUBLIC WORKS BOARD

PROJECT MANAGER 2
Unclassified Position
Posted 5-2008

ANNUAL SALARY: Up to \$94,136.00 (Employee/Employer Paid Retirement)
An Employer-Paid contribution plan is available with a reduced annual salary.

- **Recruitment Open To:** All Qualified Persons
- **Location:** Carson City, Las Vegas
- **Ongoing,** full time positions
- **Applications Accepted:** Until recruitment need is satisfied.
- **Benefits:** Paid medical, dental, and vision care; life and disability insurance; eleven paid holidays; three weeks each of annual and sick leave; State retirement system (PERS); and a tax deferred compensation plan. State employees do not contribute to Social Security, but do contribute to Medicare.

The Position

Project Managers perform professional services in regard to design, planning, coordinating, directing, and managing the activities of construction projects and capital improvement programs. They develop project scope of work and project budgets; Develop, select, negotiate, and administer Architecture/Engineering (A/E) Contracts; Prepare, review, and approve plans, specifications, estimates, and contract documents; Coordinate and approve bid documents with regulatory and administrative agencies; Administer bidding procedures and bid openings; Provide administrative and fiscal management of construction contracts, change orders, and progress payments; Maintain established project budgets; Plan Buildings; Provide competent design services for assigned in-house projects.

To Qualify

Education and Experience

1. Licensure as a Professional Architect by the Nevada State Board of Architecture, Interior Design and Residential Design or as a Professional Engineer by the Nevada State Board of Professional Engineers and Land Surveyors is preferred. Two years of the experience required for licensure must have included coordinating major construction projects and/or capital improvement programs involving the construction of public buildings, office complexes, and other structures.
- OR**
2. Candidate must have degree accepted by Nevada State Board of Architecture or the Nevada Board of Professional Engineers & Land Surveyors.
The candidate will be working toward licensure in Architecture or a Professional Engineering in the State of Nevada.

Submit Application or Resume to:

Dawn Nenzel
State Public Works Board
515 E. Musser St. Rm. 102
Carson City, NV 89701

Email: dnenzel@spwb.state.nv.us Phone: 775-684-4103 Fax: 775-684-4142

State of Nevada, Public Works Board Web site: <http://spwb.state.nv.us>